

COLLEGE PARK

Resident Information Guide to City Departments and Services

2015 - 2016



A Smart Place to Live

Para recibir esta guía en español, vea al reverso.
To receive this guide in Spanish, please see back cover.



Letter from the Mayor

Fall 2015

Dear College Park Resident,

Congratulations on your decision to live in College Park! You are part of a vibrant mix of long-time residents and newcomers. Thanks for being part of a diversity that makes College Park vital and ever-changing.

In this handy booklet, our staff has captured the most pertinent information about City Services and how you can play a role in making our community even healthier and happier.

Beginning with some basic information about how our local democratic process works, and concluding with helpful City contact information, the pages that follow will give you a virtual tour of City services. Hopefully, you will find answers to all of your questions concerning things like trash/recycling pickup, pothole repairs, parking enforcement, and much, much more. Further information is available on the City's web site at www.collegeparkmd.gov. Check there often for updates and current event information.

The City's proposed new five-year Strategic Plan includes our new Vision, Mission, Values, and Goals, which are printed on the following page. With the support of residents, the City Council and staff will work hard to achieve our Vision.

I hope you and your family will find this booklet useful, that it helps you enjoy life in College Park, and that it inspires you to get involved to make our City an even better place to live. Hope to see you at an event soon!

Sincerely

Andrew M. Fellows
Mayor

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City of College Park Proposed 2015–2020 Vision, Mission, Values, and Goals

City Vision

The City of College Park is a vibrant and prosperous top 20 college town, which has established collaborative relationships with the residents, the University, businesses, non-profit sector, and other governments that benefit the entire community. The City is known for distinctive and connected neighborhoods, thriving commercial districts, cultural amenities, attractive green space and streetscapes, convenient transportation systems serving all users, and a strong sense of community pride.

City Mission

The City of College Park provides open and effective governance and excellent services that enhance the quality of life in our community.

City Values

- Open and Effective Government
- High-Performing, Dedicated, and Valued Employees
- Sustainability and Long-term Planning
- Fiscal Responsibility
- Collaboration

City Goals

1. One College Park
2. Environmental Sustainability
3. High Quality Development and Reinvestment
4. Quality Infrastructure
5. Effective Leadership
6. Excellent Services

Online Customer Service System

College Park Central, the City's customer service system, makes connecting with the City easier than ever and provides you with the information you are seeking. No more guessing which department to call; *College Park Central* serves as a one-stop-shop for information and requests. It allows you to track the progress of your request and automatically sends it to the City staff best equipped to address it.

Because it is a web-based tool, you can use *College Park Central* any time of day or night. You may access *College Park Central* by visiting the City's homepage at www.collegeparkmd.gov and in the top right corner click on "Report a Problem".

For additional information, call the City at 240-487-3501.

College Park Connected

The City of College Park has an email listserv to make it easy for residents to automatically receive information on a variety of topics that may be of interest. To sign-up, go to www.collegeparkmd.gov, and click on the green "College Park Connected! Sign Up Now" button under the *Welcome to College Park* greeting. You can choose to receive current information in these categories: City Council, City Events, Public Works Information, Development News, General Interest, City Job Listings, and SMARTLEAF® Compost and Wood Mulch. You can specify the type of information you want to receive, change your selection, or unsubscribe at any time.

Mayor and Council

The College Park City Council, consisting of the Mayor and eight district Councilmembers (two from each of the four Districts), meets on Tuesday nights at City Hall. The first and third Tuesdays of the month are Worksessions; the second and fourth Tuesdays are Regular Business Meetings. Meetings usually begin at 7:30 p.m. with the agenda posted on the City's website (click on menu tab "Government" then select "Mayor & Council" then select "Agendas" from the left menu) the Friday before the meeting. You may request a hard copy of the agenda from the City Clerk's office at 240-487-3501.

The Mayor and Councilmembers are elected for two-year terms in non-partisan elections. Elections for all seats are held biennially, in November of odd-numbered years. The next Municipal election will be on November 3, 2015. Candidacy information for residents interested in running for office will be available beginning August 1, 2015. The voter registration deadline for the November 3 election is October 6. For additional information about City elections, see page 5 or contact the City Clerk's office.

City Council meetings are broadcast live Tuesday nights on Comcast Cable Channel 71 and on Verizon Channel 25. Meetings are rebroadcast on the following schedule: Wednesdays at 8:00 p.m., Thursdays and Fridays at 6:00 p.m. and Saturdays at 10:00 a.m.

Worksessions and Council meetings may also be viewed live over the internet. Those interested in watching live meetings from their computer or smartphone should visit the City's website at www.collegeparkmd.gov, click on the menu tab "Government" then select "Mayor and Council" then select "Council Meeting Video" from the left menu.

The City Council would like to hear from you. There are several ways to comment:

- Correspondence for the attention of the Mayor and/or Council may be sent to the City Clerk's office:
 - By mail to 4500 Knox Rd, College Park, MD 20740
 - By fax to 301-699-8029
 - By email to cpmc@collegeparkmd.gov
- Public comment is taken during Regular Business meetings on the second and fourth Tuesdays of the month.
 - To comment on any matter that is *not* on the meeting agenda: Speakers are given three minutes to address the Council during "Comments from the Audience on Non-Agenda Items" at the beginning and end of each Regular Business meeting.
 - To comment on an *agenda* item during a Regular Business meeting: When an agenda item comes up for consideration by the Council, the Mayor will invite public comment prior to Council deliberation. Speakers are given three minutes to address the Council.
 - To comment on a proposed Ordinance or Charter Amendment Resolution: The City Council schedules Public Hearings prior to the adoption of an Ordinance or a Charter Amendment Resolution. Public Hearings are advertised in advance and all interested parties have the opportunity to be heard.
- Written comment for an agenda item or for a public hearing may be submitted in writing prior to the Council meeting. In order to be received by the Council as part of the record, the comment must include the specific agenda item to which it relates and the full name and address of the person submitting the comment. Written comment should be addressed to the Mayor and City Council, and submitted no later than 5:00 p.m. on the day of the meeting to cpmc@collegeparkmd.gov.

Residents interested in serving on a City appointed Board or Committee are encouraged to contact their Councilmember or the City Clerk's office at 240-487-3501 for more information.

Janeen S. Miller, CMC, City Clerk
Yvette Allen, CMC, Assistant City Clerk



Mayor and Council

(December 2013 – December 2015)

Mayor Andrew M. Fellows

afellows@collegetparkmd.gov

5807 Bryn Mawr Rd301-441-8141

Councilmember Patrick L. Wojahn (District 1)

pwojahn@collegetparkmd.gov

5015 Lackawanna St240-988-7763

Councilmember S.M. Fazlul Kabir (District 1)

fkabir@collegetparkmd.gov

9817 53rd Ave.....301-659-6295

Councilmember Monroe S. Dennis (District 2)

mdennis@collegetparkmd.gov

8117 51st Ave301-474-6270

Councilmember P.J. Brennan (District 2)

pbrennan@collegetparkmd.gov

4500 Knox Rd301-220-1640

Councilmember Robert W. Day, Sr. (District 3)

rday@collegetparkmd.gov

7410 Baylor Ave301-741-1962

Councilmember Stephanie E. Stullich (District 3)

sstullich@collegetparkmd.gov

7400 Dartmouth Ave301-742-4442

Councilmember Denise C. Mitchell (District 4)

dmitchell@collegetparkmd.gov

3501 Marlborough Way.....240-460-7620

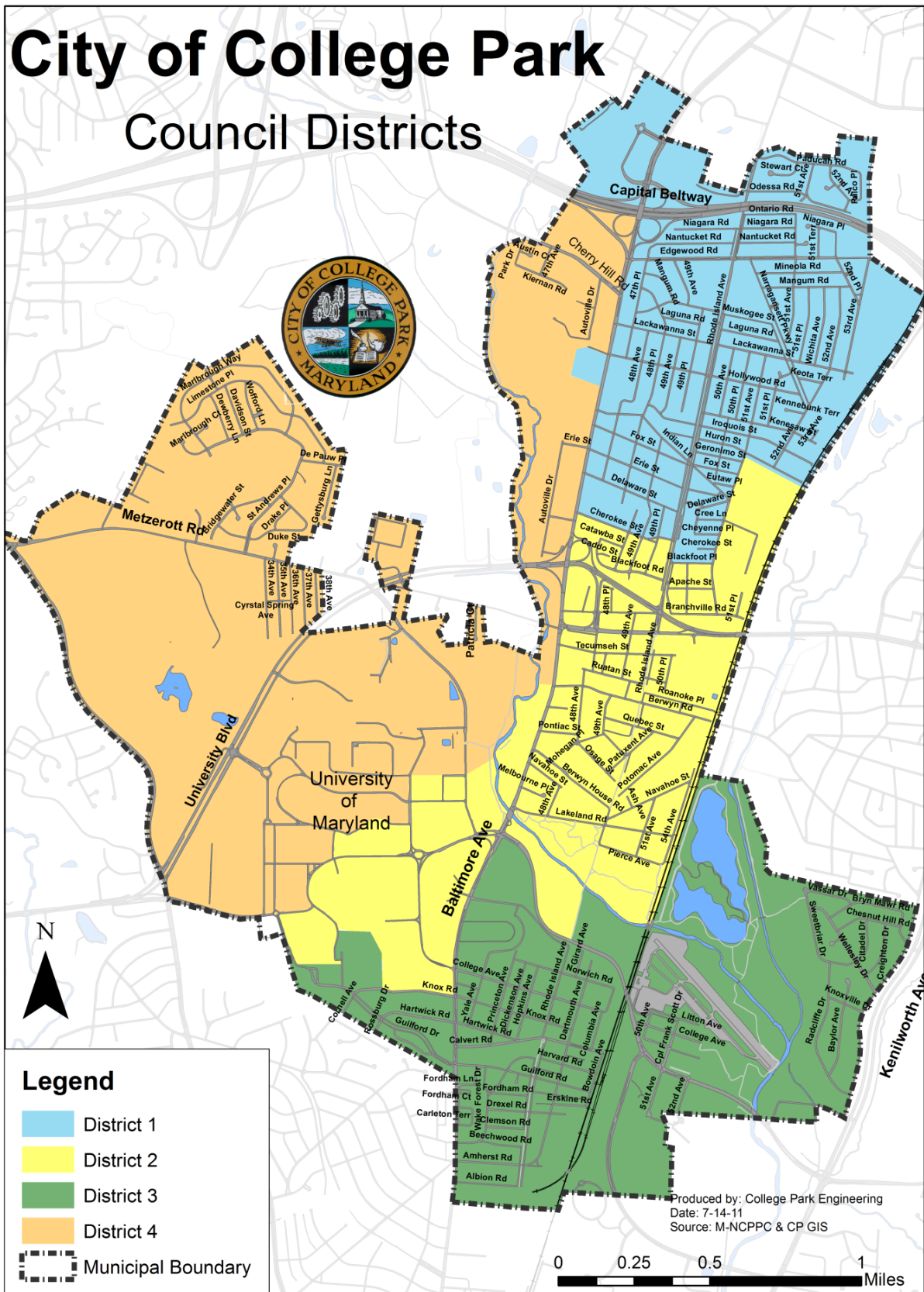
Councilmember Alan Y. Hew (District 4)

ahew@collegetparkmd.gov

9118 Autoville Dr240-391-8678

City of College Park

Council Districts



City Elections: November 3, 2015

City elections for the Mayor and all eight City Council seats will be held on Tuesday, November 3, 2015. The Mayor is elected at large; two Councilmembers are elected from each of the four Council districts, each for two-year terms.

Voter Registration

The last day to register to vote for this election is Tuesday, October 6, 2015 by 4:30 p.m. You must be registered to vote with Prince George's County Board of Elections at your current College Park address. To check your registration status with the County, call 301-341-4300. Voter Registration Forms are available at any City building or any Maryland Motor Vehicle Administration location.

Poll Locations and Hours

Polls are open from 7:00 a.m. – 8:00 p.m. on Election Day. There are two polling locations in the City: Districts 1 and 4 vote at Davis Hall, 9217 51st Ave. Districts 2 and 3 vote at City Hall, 4500 Knox Rd.

Absentee Voting/Emergency Absentee Ballots

To be eligible to vote by absentee ballot, a registered voter must meet certain qualifications. To learn more, please contact the City Clerk's office at 240-487-3501.

Between August 1 and October 27, 2015 an application for an absentee ballot may be picked up at City Hall (4500 Knox Rd) or downloaded from www.collegeparkmd.gov. Applications are reviewed by the College Park Board of Election Supervisors and if approved, a ballot will be mailed to the voter on or after October 5. The voter must return the voted ballot to City Hall no later than Tuesday, November 3.

From October 28 to November 3, 2015 a voter who is eligible to vote by absentee ballot may apply for an emergency ballot in person at City Hall (4500 Knox Rd) from 9:00 a.m. to 5:00 p.m. The voter may vote on-the-spot, or can return the voted ballot to City Hall no later than Tuesday, November 3.

To Be a Candidate

If you wish to run for office, candidacy packets are available from our website at www.collegeparkmd.gov or from the City Clerk's Office at 4500 Knox Road. Candidacy petitions and associated paperwork must be submitted by 4:00 p.m. on Friday, September 18, 2015.

The following guidelines apply to candidacy: At the time of taking office (December 8, 2015), the Mayor and each member of the Council must be 18 years old. Each elected officer must be a citizen of the United States, a resident of the State of Maryland and a registered voter in the State of Maryland and have been a registered voter in the City for at least one year immediately preceding the date of election. Each elected officer shall continuously reside in the City during his/her term of office; each district Council member must continuously reside in the district from which he/she is elected.

For more information about the City election, please contact the City Clerk's Office, Monday through Friday, 8:00 a.m. through 5:00 p.m. at 240-487-3501, or stop by City Hall.



For More Information

City website: At the City's website, you can find information about City services, individual departments, City Council meetings, downloadable application forms, public hearing notices, special reports, links to other useful websites, or pay a parking ticket. City Council meeting agendas, minutes, and videos of prior meetings are posted here as well. Visit us at: www.collegeparkmd.gov.

Shop College Park Website: A City-managed website featuring interactive maps and a database of restaurants, shops, events, and attractions. The website serves as a one-stop source for information on new businesses and other happenings in College Park: <http://shopcollegepark.org>.

Public Access Television Channels: Comcast Cable Channel 71 and Verizon Channel 25. Information on City services and meeting notices for City appointed Boards and Committees are posted here. City Council meetings are broadcast live on Tuesday nights, and rebroadcast on Wednesdays (8:00 p.m.), Thursdays and Fridays (6:00 p.m.) and Saturdays (10:00 a.m.).

The *Municipal Scene*: An electronic version of the *Municipal Scene* is published at the beginning of each month. To receive the *Municipal Scene* by email, sign up for "College Park Connected" at www.collegeparkmd.gov. Click on the green "College Park Connected! Sign Up Now" icon in the center of the page, and choose the "General Interest" category to receive the Municipal Scene each month.

The Municipal Scene is also posted on our website. To find it go to www.collegeparkmd.gov, click on the "About Us" tab and scroll down to "Municipal Scene" for the link. Prior editions are also posted here.

Useful Websites

MD State Government
www.maryland.gov

**Prince George's County Planning
Department**
www.mncppc.org/pgco

Pepco Electric
www.pepco.com

MD Dept. of the Environment
www.mde.state.md.us

**Maryland-National Capital Parks &
Planning Commission,
Prince George's County Parks**
www.pgparcs.com

**Washington Suburban
Sanitary Commission**
www.wsscwater.com

MD Dept. of Agriculture
www.mda.state.md.us

Shop College Park
shopcollegepark.org

Washington Gas
www.washgas.com

MD Board of Elections
www.elections.state.md.us

**University of Maryland
College Park**
www.umd.edu

Comcast
www.comcast.com

Prince George's County
www.princegeorgescountymd.gov

**University of Maryland
University College**
www.umuc.edu

Verizon
www.verizon.com

**Prince George's County
Board of Elections**
www.princegeorgescountymd.gov/sites/elections/

Shuttle-UM
www.transportation.umd.edu

**Washington Metropolitan Area
Transit Authority
(Metro)**
www.wmata.com



City Departments at a Glance

City Manager's Office

The City of College Park operates as a council-manager form of government in which the elected City Council appoints an experienced City Manager to oversee the delivery of public services. The City Manager's office supervises the administration of all City departments, assists the City Council in policy development, develops the annual budget, executes contracts on behalf of the City, and serves as the intergovernmental liaison. The City Manager's office welcomes feedback from residents about City services.

Location: City Hall, 4500 Knox Rd • **Phone:** 240-487-3501 • **FAX:** 301-699-8029

City Clerk's Office

The City Clerk's office maintains the official records of the City, serves as a general point of contact for the public, serves as liaison to the Mayor and Council, assists the Board of Election supervisors in City elections, responds to Maryland Public Information Act requests, prepares the "Municipal Scene" monthly newsletter, updates information on the City's public access channel (Comcast Channel 71 and Verizon Channel 25), coordinates membership appointments to City Boards and Commissions and coordinates rentals of City Hall, Old Parish House and Davis Hall. The City Clerk's office is the point of contact for requests for traffic calming and permit parking on your street.

Location: City Hall, 4500 Knox Rd • **Phone:** 240-487-3501 • **FAX:** 301-699-8029

Finance

This department is responsible for accounting and reporting of the City's financial operations, preparation of the operating and capital budgets, billing and collections, payroll services, purchasing, information systems and related functions. The department coordinates the annual certified audit, and prepares the Uniform Financial Report (UFR) for filing with the State of Maryland and the Comprehensive Annual Financial Report (CAFR).

Location: City Hall, 4500 Knox Rd • **Phone:** 240-487-3509 • **FAX:** 301-864-8941

Email: payments@collegeparkmd.gov

Human Resources

Human Resources services include recruitment and retention, wage, salary, and benefits administration, policies and procedures pertaining to employment, and employee and labor relations. Office hours are generally from 8:00 a.m. to 4:30 p.m. Monday - Friday, except City holidays. Applications for employment may be submitted for vacant positions via the City's website. Please see our website, www.collegeparkmd.gov, for current job openings. We are an Equal Opportunity Employer.

Location: City Hall, 4500 Knox Rd • **Phone:** 240-487-3533 • **FAX:** 301-277-4188

Email: humanresources@collegeparkmd.gov

City Departments at a Glance

Public Services

Services provided by this department include parking enforcement, code enforcement, animal control, public safety, emergency preparedness, contract police, recreation, building and construction permits and quality-of-life issues impacting City residents, visitors and workers. In addition, a liaison is maintained with other County, State, and University public safety agencies. The department supports various City boards and committees, including the Animal Welfare Committee, Citizen Corps Council, Neighborhood Watch Steering Committee, Community Emergency Response Team (CERT), Noise Control Board, and Recreation Board.

Location: 4601-A Calvert Rd • **Phone:** 240-487-3570 • **FAX:** 301-864-7965

Email: publicservices@collegetparkmd.gov

Parking Enforcement: City Hall, 4500 Knox Rd • **Phone:** 240-487-3520 • **FAX:** 301-699-8029

Planning, Community, & Economic Development

This department is organized into three functional areas - planning and zoning, community development, and economic development. The planning and zoning program involves the preparation of local plans, as needed, and the coordination of planning efforts with other agencies including the Maryland-National Capital Park and Planning Commission (M-NCPPC), the Washington Metropolitan Area Transit Authority (WMATA), and the University of Maryland. Planning staff review and provide recommendations to the City Council on plans, projects, and development applications within the City and vicinity. The community development program oversees special projects and applies for and administers grant and loan funding from local, state and federal sources to enhance the City as a place to live, work, and visit. The economic development program is focused on revitalizing the City's commercial districts and providing assistance for business retention, expansion and recruitment.

Location: City Hall, 4500 Knox Rd • **Phone:** 240-487-3538 • **FAX:** 301-887-0558

Email: planning@collegetparkmd.gov

Public Works

This department provides full-service to City residents in the areas of refuse, recycling, and yard trim collection, street cleaning and maintenance, horticultural services, signage, snow and ice removal, litter and graffiti control, and street lighting. Other areas of responsibility include maintenance of all City vehicles, heavy equipment and machinery; maintenance of City playgrounds and tot lots; employee safety services and assistance with citizen and student volunteer programs. An award-winning composting program saves tipping fees by diverting leaves and grass clippings from the waste stream. The department supports and is the liaison to the Tree and Landscape Board, Sustainable Maryland Green Team, and the Veterans Memorial Improvement Committee. The City Engineering Division is also located at Public Works.

Location: 9217 51st Ave • **Phone:** 240-487-3590 • **FAX:** 301-474-0825

Email: publicworks@collegetparkmd.gov

Youth, Family, & Senior Services

The department provides services to College Park families with children and seniors. The Youth and Family Services Program provides families with quality clinical services and community-based programs that strengthen children's well-being and family relationships and that are responsive to diverse needs. The Seniors Program provides one-on-one assistance and advocacy for senior residents, a link to community resources, free bus transportation system for medical appointments and shopping, and well-attended subsidized senior trips and socials.

Location: Youth & Family Office, 4912 Nantucket Rd • **Phone:** 240-487-3550

Seniors Program Office, 9014 Rhode Island Ave • Phone: 301-345-8100

Seniors Program Office, 4711 Berwyn House Rd • Phone: 301-474-0025

City of College Park Events 2015-2016

Doggie Dive In

Saturday, September 12, 2015

1:00 p.m. – 3:00 p.m.

Ellen Linson Splash Park, 5211 Paint Branch Pkwy

An annual event for owners and their canine friends to enjoy a dip in the pool. \$5 entrance fee, updated Rabies certificates required for participation. Maximum of 2 dogs per handler.

College Park Day

Saturday, September 26, 2015

11:00 a.m. – 3:00 p.m. rain or shine

*Paint Branch Pkwy & Corporal Frank Scott Dr
240-487-3610*

Two stages of live music, over 150 participating organizations, DC's best food trucks, special appearances by the Oriole & Ravens mascots, free activities: rock wall, community bike ride, Zumba, & more. Lots of kids' hands on activities, too! Fun for the whole family! www.CollegeParkDay.org.



Halloween Thing

Saturday, October 24, 2015

10:00 a.m. – 12:00 p.m. rain or shine

*College Park Youth, Family, & Senior Services Building
4912 Nantucket Rd; 240-487-3550*

Join your neighborly ghosts and goblins for a costume parade, arts and crafts, face painting, haunted hallway, and more! All ages welcome. Free!!

College Park Blues Festival

Saturday, November 14, 2015

6:00 p.m. – 11:30 p.m.

University of Maryland, Ritchie Coliseum

For details contact Public Services at 240-487-3570.



Veterans Day Celebration

Wednesday, November 11, 2015

11:00 a.m.

Veterans Memorial

Corner of US Route 1 and Greenbelt Rd

Breakfast with Santa

Saturday, December 12, 2015

10:00 a.m. – 12:00 p.m.

College Park Community Center

5051 Pierce Ave; 301-441-2647



Spring Egg Hunt

Saturday, March 19, 2016

10:00 a.m. – 12:00 p.m. rain or shine

*College Park Youth, Family, & Senior Services Building
4912 Nantucket Rd; 240-487-3550*

Join your neighbors and friends at **10 a.m. sharp** for our Annual Egg Hunt, arts and crafts, face painting, games, and more! All ages. **Free!!**



Brunch with Bunny

Monday, March 28, 2016

11:00 a.m. – 1:00 p.m.

College Park Community Center

5051 Pierce Ave; 301-441-2647

Downtown Farmers Market

Sundays, April to November, 2016

10:00 a.m. – 2:00 p.m.

City Hall Parking Lot, 4500 Knox Rd

Stop by Downtown each week for locally-grown produce, flowers, wholesale fruits, BBQ, cupcakes, and live music.

College Park Farmers Market

Saturdays, May to October, 2016

7:00 a.m. – 12:00 p.m.

Herbert Wells/Ellen Linson Parking Lot

5211 Paint Branch Pkwy

In operation for over 30 years, the Saturday market's offerings include local produce, baked goods, flowers, and pottery.



Hollywood Farmers Market

Saturdays, May to November, 2016

9:00 a.m. – 1:00 p.m.

Hollywood Shopping Center Parking Lot, 9801 Rhode Island Ave

North College Park's farmers market hosts local vendors offering produce, meats, desserts, and crafts.

Mother's Day Celebration

Saturday, May 8, 2016

12:00 p.m. – 3:00 p.m.

College Park Community Center

5051 Pierce Ave; 301-441-2647

Bike to Work Day – College Park Pit Stop

Friday, May 20, 2016

6:30 a.m. – 8:30 a.m.

City Hall parking lot, 4500 Knox Rd

Stop in on your way to work for t-shirts, food, prizes, bike mechanics, and more! Register at www.waba.org/events/btwd/index.php.

Memorial Day Celebration

Monday, May 30, 2016

11:00 a.m.

Veterans Memorial

Corner of US Route 1 and Greenbelt Rd



4th of July Fireworks and Concert

Sunday, July 4, 2016

7:00 p.m. concert; fireworks begin at dark

University of Maryland campus Lot 1

An annual joint effort between the City, UMD, and M-NCPPC. Everyone welcome! Rain date is July 5th for fireworks only.

National Night Out

Tuesday, August 2, 2016

Your neighborhood! Times and locations TBD

A community/police partnership aiming to increase awareness about crime prevention and safety. For details contact your civic association or Public Services, 240-487-3570.

City Parks and Playgrounds

The following facilities are maintained by the College Park Department of Public Works:

Branchville Playground
Branchville Rd

***Calvert Hills Playground and Athletic Field**
4601 Calvert Rd

Crystal Springs Playground
37th Ave

Davis Field Playground
Iroquois St

***Duvall Playground and Athletic Field**
Rhode Island Ave

Hollywood Playground
Hollywood Rd and 48th Pl

James Adams Park
Berwyn House Rd

Muskogee Playground
Muskogee and Narragansett Pkwy

Old Town Playground
Columbia Ave

The Mews Playground
Catawba St

**City use permits are only required for these locations.*

Call or email Public Works (240-487-3590; publicworks@collegeparkmd.gov) for maintenance.
Call or email Public Services (240-487-3570; publicservices@collegeparkmd.gov) for use permits.

Dogs are required to be leashed if accompanying their owner to any of the City parks or playgrounds. Owners are responsible for immediately removing their dog's waste from public property and disposing of it appropriately.



Community Garden

The City's Community Garden is located adjacent to the Old Town Playground near the corner of Norwich Road and Columbia Ave. All City residents are eligible to rent a plot. Check the City's website (search: Community Garden), email planning@collegeparkmd.gov, or call 240-487-3538 for more information.

Maryland-National Capital Park and Planning Commission

The following facilities are owned and maintained by M-NCPPC. For information and maintenance requests call 301-699-2255 or visit www.pgparcs.com.

***Acredale Community Park (and Dog Park)**
4300 Metzerott Rd

Berwyn Neighborhood Playground
8300 block of 49th Ave

***Calvert Park**
4811 Drexel Rd

Cherry Hill Neighborhood Park
4600 block of Kiernan Rd

College Park Community Center and Soccer Complex
5051 Pierce Ave; (301-441-2647)

College Park Woods Neighborhood Park
9100 block of St. Andrews Pl

Ellen Linson Splash Park
5211 Paint Branch Pkwy
(301-277-3717)

Herbert Wells Skating Rink
5211 Paint Branch Pkwy
(301-277-3717)

Hollywood Neighborhood Park
9700 block of 53rd Ave

Lake Artemesia
Berwyn Rd @ 55th Ave

Lakeland Community Park
4900 block of Lakeland Rd

***Paint Branch Pkwy Community Park**
5202 Old Calvert Rd

Paint Branch Golf Complex
4690 University Blvd

Sunnyside Neighborhood and Skate Park
10000 block of Rhode Island Ave

**Rental sites available; call Office of Park Permits – 301-699-2400.*

Youth & Family Services

Helping Families Build a Brighter Future

If you are worried about your children – or frustrated – or just want things to be more peaceful at home – please consider giving us a call.

We've had success with youth experiencing:

- | | | | |
|---------------------|-----------------------|------------------------|----------------------|
| ▶ ADHD | ▶ Challenges Socially | ▶ HIV/AIDS | ▶ School Suspensions |
| ▶ Anxiety/Sadness | ▶ Family Conflict | ▶ LGBT Issues | ▶ Separation/Divorce |
| ▶ Bullying Behavior | ▶ Grief/Loss/Anger | ▶ Poor Decision Making | ▶ Truancy |

WHAT WE DO – Services Provided in English and Spanish

- Family Counseling
- Youth Groups
- Hispanic Parent Support Group
- Information and Referrals
- Special Activities – Halloween Thing, Spring Egg Hunt, If I Were Mayor, Lakeland STARS
- Advocacy with schools, Social Services, etc.

If you want support on any of these issues, we are here to help. Professional staff hold advanced degrees. Graduate interns who are in their second year of their advanced degree program are supervised by the professional staff. No one is denied services because of inability to pay. Costs for services are reasonable as this program is subsidized by the City.

We encourage any questions you may have about our services. Please call:

College Park Youth & Family Services

Peggy Higgins, LCSW-C, *Director*
Pat Henderson, *Administrative Assistant*

4912 Nantucket Rd
College Park, MD 20740
240-487-3550

Senior Services

A Program That Helps...

- 1) The City of College Park provides assistance to College Park residents aged 62 and older.
- 2) City staff serves as liaison to other community resources and works to help seniors deal with other agencies to include health insurance companies, Medicare, Social Security, prescription drug programs, and social services.
- 3) Staff provides assistance in understanding business correspondence and other personal and private matters.
- 4) They work to resolve family and interpersonal issues and provide information and referral.

Transportation: The Seniors Program provides limited bus transportation to local medical appointments and shopping centers. The bus is available to College Park seniors for nearby shopping on Tuesdays and Wednesdays, and medical appointments Monday - Friday. Due to demand, we ask that you make any request for shopping excursions or medical appointment transportation one week in advance.

Local Outings: Local outings are planned for our physically challenged seniors. Interested seniors should contact Angie Burns for information at 301-345-8100. These trips operate on a first-come first-served basis.

Day Trips: The City of College Park offers eight day trips a year for our seniors. Trips are subsidized by the City to keep them affordable. Please remember to thank the Mayor and City Council for their ongoing support and generosity. Notifications are made in March for trips running from April through November.

Senior Socials: These are fun events where seniors gather together, new friends and old, and have a good time! A committee of seniors within College Park meets and plans these activities. Suggestions for future activities are discussed at the end of each social event, so bring your suggestions to the next event.

Events are advertised in the *Municipal Scene*, on the College Park website, www.collegeparkmd.gov, on Verizon cable channel 25 and on Comcast cable channel 71. To be included on the College Park seniors' mailing list, call 301-345-8100. Notices are mailed to the homes of those seniors on the mailing list.

Behind the House Refuse Pickups

Households with no one physically able to move refuse and recycling carts to and from the curb may request a behind-the-house pickup. For more information call Public Works at 240-487-3590 or email publicworks@collegeparkmd.gov.

College Park Seniors Program

Angie Burns, *Program Manager*
Fatima Knight, *Seniors Caseworker*
Deidre Massey, *Office Specialist*
Debi Bryant, *Bus Driver*

9014 Rhode Island Ave
College Park, MD 20740
301-345-8100

4711 Berwyn House Rd
College Park, MD 20740
301-474-0025

Refuse, Recycling, & Yard Trim

Department of Public Works • 9217 51st Ave
240-487-3590 • publicworks@collegeparkmd.gov

2015 – 2016 City Holidays and Collection Schedules

All City buildings are closed on the observed holidays listed below. Refuse, recycling and yard trim collection will occur one day later if a holiday falls on a collection day (denoted with an *). A week with a holiday will only have one day for collection of special trash and brush. There will be NO special collections during the week of Thanksgiving. **Columbus Day is NOT a City holiday!**

2015

*Veterans Day – Wednesday, November 11th
Thanksgiving Day – Thursday, November 26th
Day after Thanksgiving – Friday, November 27th
Christmas Day – Friday, December 25th

2016

New Year's Day – Friday, January 1st
*Martin Luther King Jr. Day – Monday, January 18th
*Presidents' Day – Monday, February 15th
Good Friday – Friday, March 25th
*Memorial Day – Monday, May 30th
*Independence Day – Monday, July 4th
*Labor Day – Monday, September 5th

*Refuse, recycling, and yard trim collections occur 1 day later than normal.

Columbus Day is NOT a City holiday!

Refuse, recycling, and yard trim are collected regularly during the week of Columbus Day.

Need a Trash or Recycling Cart? *Carts are provided only to residents who participate in the city refuse collection program.* Call or email Public Works for additional or replacement carts. Carts that become unusable as a result of user misuse will be replaced at the cost of the user. Residents can also upgrade their current 65-gallon blue recycling cart to a 95-gallon blue cart, free of charge. Similarly, residents can downsize their current 95-gallon green refuse cart to a 65-gallon green cart.

Need Assistance with Moving Your Carts? Households with no one physically able to move refuse and recycling carts to and from the curb may request behind the house pickup. To qualify for this service, an application and doctor's note must be submitted annually to Public Works.

Materials Accepted for Disposal

- ✓ Garbage (food waste)
- ✓ Normal household trash and other non-recyclable refuse
- ✓ Domestic animal waste (wrapped in plastic bags)
- ✓ Bulky furniture, mattresses, major appliances, tires, building materials, and brush are collected by appointment on Thursdays and Fridays. *You must call or email in advance to schedule a collection.*

Do NOT Place These Items in Your Trash Cart

- ⊗ Construction and Demolition (C&D) materials
- ⊗ Dirt, rocks, or yard trim
- ⊗ Hazardous materials
- ⊗ Recyclable materials (including electronics)

Improperly Placed Items

Trash and recycling bins at the curb after the collection day, yard trim in plastic bags, bulk trash out to the curb prior to scheduling a DPW pick up may be cited by Code Enforcement staff as a Code violation. These violations can also result in fines.

Refuse and Bulky Item Collection Requirements

Remember to...

- ✓ set carts out at curb by 7:00 a.m.
- ✓ remove carts from curb by midnight
- ✓ keep carts clean!
- ✓ leave 3-4 feet between carts
- ✓ bag excess refuse; place next to cart
- ✓ keep pets confined on collection day
- ✓ use green carts for refuse
- ✓ use blue carts for recycling

Do NOT...

- ⊘ mix recycling, refuse, and/or yard trim
- ⊘ set out hazardous materials for collection
- ⊘ place carts near utility poles, vehicles, or other obstructions



Special and Bulky Trash Pickups – Appointments Required!

This service is provided to residents who participate in the City refuse/recycling program. Rule of thumb: if you have trash that can't fit in your green cart, call for a special pickup!

***Before calling for special or bulky trash pickups, consider donating items in good-condition to a charity or re-use organization listed on page 18. ***

The following items are collected on Thursdays and Fridays **by appointment only**. Call, email, or use College Park Central to schedule an appointment *at least one day in advance before setting items out for collection*. Items must be at the curb by 7:00 a.m. – they cannot be out earlier than 5 p.m. the night before.

No charge for items such as:

- Appliances: washers and dryers, dishwasher, ovens, radiators, stoves, etc.
- Bathroom and plumbing hardware and fixtures, hot water heaters, etc.
- Building materials: drywall, cabinets, countertops, plywood, etc. Shingles are never accepted! Nails must be removed or bent down.
- Electronics
- Furniture or bulky items: mattresses, box springs, sofas, dressers, etc.
- Vehicle parts

The following items are collected and charged per household, per calendar year:

Air Conditioners
Refrigerators
Freezers
Heat Pumps
Dehumidifiers

1st unit free;

\$35 each additional unit

TIRES

\$4.00 each

SPRING & FALL CLEAN UP WEEKENDS: April and October

Public Works will be open on announced Saturdays for City residents to drop off household items, yard trim, and electronics. Donation and document shredding service events may also be available. There may be a charge for A/C units, heat pumps, refrigerators, and freezers. There is a \$4 charge for each tire. Hazardous waste (including shingles and propane tanks) is **NOT** accepted. This is the **only** time you may bring items to Public Works for disposal (other than used motor oil). For more information, please call or email Public Works, or visit

http://www.collegeparkmd.gov/government/public_works/spring_and_fall_cleanup_events.php.

Proof of City residency is required.

Recycling in the City of College Park

Yes

Combine all of the items listed on this page in your blue recycling cart.

✓Glass

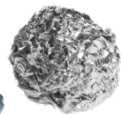
Glass jars and bottles for food and beverage items – clear, green and brown

Examples: beverage bottles, jars for jam, olives, pasta sauce

Lids and labels can be left on or removed; empty and rinse containers first!



✓Metal

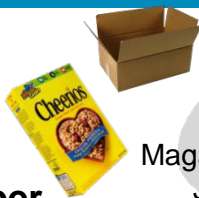


Aluminum cans
Steel/tin cans (soup, pet food, etc)
Aluminum foil
Single-use aluminum baking pans



Tabs and labels can be left on or removed; clean items only – no food residue!

✓Paper



Advertisements, books, catalogues
Copy and computer paper, colored paper, cardstock, envelopes
Corrugated cardboard, mail, Gift wrap (non-metallic)
Magazines, newspaper, paper bags, paperboard (cereal/shoe boxes, etc.)
Juice & milk cartons and boxes (aseptic and gable-top containers)
Frozen food boxes

Shredded paper (must be contained in a sealed paper bag)




Do not include any paper that has been contaminated by grease or food

Please cut cardboard down to fit in your cart, or tie with string and stack neatly next to your cart.

✓Plastic



Narrow and wide-neck food and drink containers with a  and #1-7
(milk jugs; water, pill, shampoo bottles;
margarine, yogurt, sour cream containers)



Rigid plastics, including: Drinking cups
Plastic totes and crates
Plastic lawn furniture and coolers
Playground equipment and toys



Caps, rings, and labels can be left on or removed; all items should be emptied and clean!

Do not put your recyclables in plastic bags! They need to remain loose in your cart.

To see a video on how recyclables are sorted, please visit:

<https://www.youtube.com/watch?v=GroeqVYSkGk>.

Recycling is collected single-stream in the City

Call or email Public Works for recycling questions (240-487-3590; publicworks@collegeparkmd.gov).

No

These items are NOT acceptable in the blue recycling carts.

❌ Glass



Blue glass
Baking and cooking dishes (Pyrex, casserole dishes, mixing bowls)
Window and mirror glass
Ceramic mugs and drinking glasses



❌ Metal



Aerosol cans
Gasoline, oil, herbicide or pesticide containers
Loose metal: clothes hangers, hardware, paper clips, etc.
Pots and pans
Pressurized tanks (SCUBA, propane, fire extinguishers, helium)



❌ Paper



Carbon copy paper
Overly-greasy pizza boxes
Laminated paper
Metallic gift wrap
Napkins
Paper plates & cups
Paper towels
Photographic paper
Loose shredded paper
Tissues
Wax paper



❌ Plastic



Any container without a  and #1-7; Bio Plastics
Camera film

Candy bar wrappers, chip/snack bags
Cutlery and utensils



Foam cups, plates, and takeout containers; foam packing materials

Hazardous containers (herbicides, pesticides, poison)

Motor oil bottles

Six-pack rings

Take-out/hinged containers (salad bar containers)



Other items that DO NOT belong in your blue recycling cart include:

❌ batteries ❌ building materials ❌ clothing and household items ❌ dirt/sod/clay ❌ electronics ❌
❌ hazardous materials ❌ light bulbs ❌ medical waste ❌ thermostats ❌ yard trim ❌

Recycling Tips

- Place all recyclable items loose in the blue cart; do not place recyclables in plastic bags and do not place in trash carts. If you need a larger recycling cart (max size is 95-gallons), please contact Public Works at 240-487-3590 or publicworks@collegeparkmd.gov.
- Empty and rinse bottles and cans – this will help keep insects and pests away, reduce odors, and provide cleaner recyclables to the Materials Recovery Facility.
- Throw out items with high food contamination, as these degrade the quality of our recyclables.
- Recycle in all rooms of your house! Set a paper bag or small cardboard box in your office, bedrooms, and bathrooms to collect recyclable items (empty shampoo bottles, printer paper, shoe boxes, etc.). When full, you can throw the unsealed box or paper bag and their contents in your blue cart.



Electronics Recycling Program

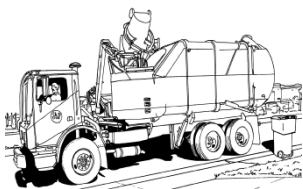
Acceptable electronics include: computers, tablets, keyboards, mice, printers, scanners, fax machines, TVs, VCRs, DVD/CD/MP3 players, stereos, radios, turntables, speakers, telephones, cell phones, PDAs, digital cameras, camcorders, electronic game devices, cables/cords, electric tools, vacuum cleaners, microwaves, and other household appliances.



City residents have three options for recycling electronics:

1. Year round: call or email Public Works to schedule a special pickup.
2. During spring and fall cleanup weekends: bring electronics to Davis Hall during announced weekends only. Proof of City residency is required.
3. Take your electronics to the Brown Station Landfill, 11611 White House Rd, Upper Marlboro, MD, Thursday – Saturday from 8:00 a.m. – 3:30 p.m. Proof of County residency is required.

Are You on the Automated Recycling Truck Route?



The following neighborhoods are on the automated truck route for recycling collection: Autoville and Cherry Hill, Berwyn, Branchville, College Park Estates and Yarrow, College Park Woods, Lakeland, and Sunnyside. See the collection map on page 21.

To help us collect your recycling efficiently, please follow these tips:

- Opening of cart should face towards the street (handle & wheels towards house).
- Place carts on grass area between street and sidewalk, away from vehicles, fire hydrants, utility/telephone poles, trees, or other obstructions.
- Leave 3 – 4 feet between each cart and any piles of special items or brush.

Other Recycling and Reuse Opportunities



How do I recycle my.....?

- ▶ **Auto fluids (anti-freeze, hydraulic fluid, etc.) must go to Prince George's County facility (page 22).**
 - Motor oil is the only fluid that is recyclable at Public Works (9217 51st Ave)
- ▶ **Batteries: take to Prince George's County hazardous waste site (see page 22). Other options:**
 - Automotive: Trade in at your auto center when you purchase a new battery
 - Household (disposable/rechargeable): My Organic Market (9827 Rhode Island Ave) Tape the ends!
 - Rechargeable: Home Depot (4700 Cherry Hill Rd); Best Buy (4710 Cherry Hill Rd)
- ▶ **Food: take non-perishable food to CP Meals on Wheels (9601 Rhode Island Ave; 301-474-1002)**
- ▶ **Fluorescent lights: take to Prince George's County hazardous waste site (see page 22). Other:**
 - CFLs and tubes: MOM's Organic Market (9827 Rhode Island Ave)
- ▶ **Metal clothes hangers: drop off at Zips (7215 Baltimore Ave) or check with your dry cleaner.**
- ▶ **Packing material (foam blocks and peanuts, bubble wrap, etc.):**
 - Mailing/shipping stores in and around College Park accept bubble wrap and peanuts (UPS, FedEx)
 - Alliance of Foam Packaging Recyclers for #6 molded foam only (Crofton, MD; www.epspackaging.org)
- ▶ **Plastic shopping bags: NOT accepted in the City curbside recycling program, but can be recycled here:**
 - Drop off at MOM's, Giant or Target (Beltway Plaza), Shoppers (4720 Cherry Hill Rd)
- ▶ **Printer ink cartridges:**
 - Pick up mail-in envelopes from US Postal Service branches
 - Drop off at Best Buy (4710 Cherry Hill Rd), Staples (8904 62nd Ave, Berwyn Heights), or Target (Beltway Plaza)

Could Someone Else Reuse Your Items? Think Before You Throw!

Before setting out items for a refuse pickup you no longer use or want, consider reuse and donation options. Read below for some ideas and visit the City website for updated information:

Item	Reuse/Donation Opportunities
Automobiles, boats, motorcycles, and RVs	<ul style="list-style-type: none"> • Cars 4 Causes: www.cars4causes.net; 888-444-2392 • Kars4Kids: www.kars4kids.org; 877-527-7454 • HSUS: www.humanesociety.org; 877-836-6674
Books and other media (DVDs, VHS, CDs, etc.) (very good condition)	<ul style="list-style-type: none"> • All Prince George's County library branches • Books for America: 1417 22nd St., NW Washington, DC 20037; 202-835-2665 www.booksforamerica.org • College Park Community Library: 9704 Rhode Island Ave, lower level of the Church of the Nazarene; 301-474-8044, www.cpcommunitylibrary.org
Building & Construction materials <i>Surplus or salvaged (in good condition)</i>	<ul style="list-style-type: none"> • Community Forklift: 4671 Tanglewood Dr, Edmonston, MD 20781; 301-985-5180; www.communityforklift.com • Habitat for Humanity ReStore: 12006 B Plum Orchard Drive, Silver Spring, MD 20904; 301-947-3304
Clothing and Household goods (very good condition)	<ul style="list-style-type: none"> • Planet Aid bins: 8401 Baltimore Ave, 4809 Greenbelt Rd, 8200 Baltimore Ave, 5003 Greenbelt Rd (look for the yellow bins!) • A Wider Circle: 301-608-3504, www.awidercircle.org • GreenDrop: 888-944-DROP, www.gogreendrop.com • Lupus Foundation: 1-888-445-8787, www.lupus.org • Purple Heart: www.purpleheartpickup.org • Vietnam Veterans of America: 301-585-4000, www.clothingdonations.org
Pet food and supplies	<ul style="list-style-type: none"> • City Hall: 4500 Knox Rd • All Dogs Club: 5115 Berwyn Rd • Greenbelt Co-op: 121 Centerway, Greenbelt, MD 20770

http://www.collegeparkmd.gov/government/public_works/recycling.php

Yard Trim Collection Information

Department of Public Works (240-487-3590; publicworks@collegetparkmd.gov)

Yard trim, brush, or branches in **plastic bags** will not be collected!



NO plastic bags!



grass, leaves, flowers, weeds



branches, brush, sticks

Grass, leaves, vines, weeds, small trimmings, and clippings are collected as follows:

January – October:

Set Out on Regular Refuse/Recycling Collection Day

- Do not put trash or recycling in with your yard trim! Flower pots, plastic bags/wrappers, toys, balls, and other non-vegetative materials do not belong in with your yard trim.
- Use paper yard trim bags or reusable containers displaying a city yard trim decal. **Do not use plastic bags or City refuse or recycling carts.**
- Reusable containers **MUST** have a city yard trim decal.

November – December:

Leaf Vacuum Season – Look for the Signs in your Neighborhood!

DO...

- ✓ **Rake** leaves, grass, and weeds to the curb (not in the street) during posted collection times only.
- ✓ **Place** small, soft trimmings and clippings in paper bags or reusable containers; they will be picked up during posted collection dates. Please do not put woody material in with your leaves.
- ✓ **Remove** rocks, vines and debris from leaf piles.
- ✓ **Check** the leaf collection schedule at www.collegetparkmd.gov or call 240-487-3590.

DO NOT...

- ⊗ **Pile** leaves in the street, near cars, or storm drains.
- ⊗ **Include** rocks, bricks, vines, soil, brush, or other debris in piles. These will damage vacuums and cause delays.

Keep Grass Out of the Street!

Grass and leaves deposited in the street wash into storm drains and storm sewer lines, potentially clogging them and causing flooding. This debris ultimately reaches waterways and the Chesapeake Bay, threatening aquatic health. Mulch your grass clippings or start a backyard compost pile instead. Brochures on these topics are available from the Committee for a Better Environment webpage (go to www.collegetparkmd.gov, click on Government and then Boards & Commissions).

Choose Reusable Containers!

Consider using reusable containers for yard trim. By doing so you can stop buying paper bags, which becomes expensive over time and can tear if they get too wet.

- No limit on number of containers, but each must not exceed 32 gallons or 75 pounds.
- Each container must display a city yard trim decal. Pick them up for free at Public Works, City Hall, Public Services, or Youth and Family Services.
- Drill small holes in the bottoms of containers for water drainage.



NO plastic bags!



grass, leaves, flowers, weeds



branches, brush, sticks

Brush & Logs: includes bamboo, branches, shrubs, and trees.

- These items are collected by appointment on Thursdays and Fridays only. Call or email Public Works to schedule a pickup (240-487-3590; publicworks@collegetparkmd.gov).
- Bundle and tie with rope or string (*do not use wire or put in plastic bags*). Items must be less than 5 feet long and weigh less than 75 pounds.
- ★ **Bamboo regulations in the City Code – see page 30 for more information.**

Christmas Tree Recycling

Christmas trees are collected in January by appointment only on Thursdays and Fridays. Please remove all decorations and place your tree at the curb for collection on your scheduled day.

Compost & Wood Mulch Program

Screened Compost: SMARTLEAF® is produced by composting leaves and vegetative yard trim collected in College Park. The compost is screened to remove large particles and debris. It is lab tested and has a pH between 7.4 and 8.0. There is a fee for the material and delivery, if required.

Wood Mulch: Wood mulch is produced by shredding branches, logs, and brush collected in College Park. There is a fee for the material and delivery, if required.

Receiving compost and/or wood mulch – 2 options:

Pickup: from Public Works (9217 51st Ave) Monday-Friday, 8:00 a.m. – 11:30 a.m. and 1:00 p.m. – 3:30 p.m.

Deliveries: call to schedule an appointment (March-October). Deliveries will not be made in the street or right-of-way (e.g. between the sidewalk and the curb). Call or email Public Works for prices and availability (240-487-3590; publicworks@collegetparkmd.gov).

Emerald Ash Borer Quarantine

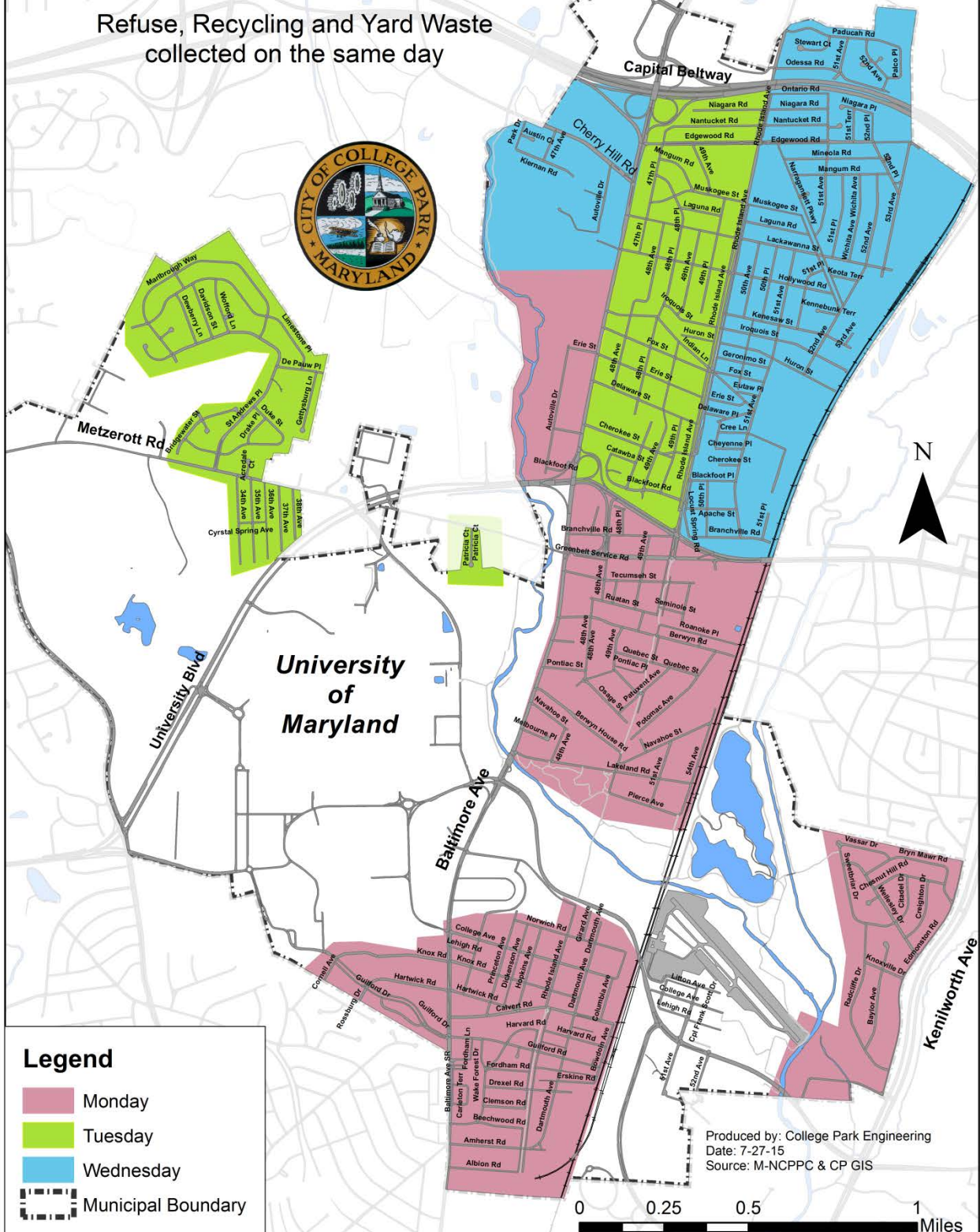
In order to protect Maryland's Ash tree population, the Maryland Department of Agriculture has established the following Emerald Ash Borer quarantine regulations for all of the 14 Maryland counties west of the Susquehanna River and Chesapeake Bay (including Prince George's). A person may not move any of the following items outside of the Quarantine Area:

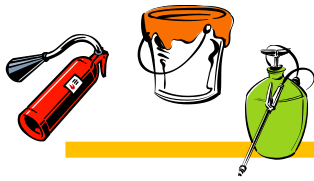
- The emerald ash borer;
- **Firewood of *all* hardwood (non-coniferous) species;**
- **Any piece of an ash tree**, living or dead; and,
- Uncomposted ash chips/ash bark chips larger than 1 inch in diameter in two dimensions.



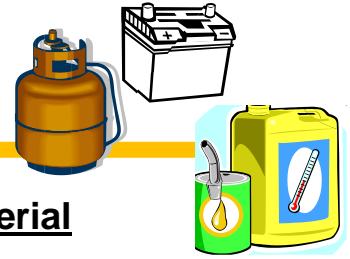
There may be serious fines and consequences for violating quarantine restrictions. For more information on the emerald ash borer quarantine please visit www.mda.state.md.us/plants-pests/eab/.

Refuse, Recycling and Yard Waste
collected on the same day





Household Hazardous Waste



The City is NOT permitted to collect hazardous material

Examples: ammunition, antifreeze, cooking oil, car batteries, explosives, fuel, herbicides, mercury, pressurized containers (gas cylinders, fire extinguishers, etc.), paint, pesticides, pool chemicals, solvents, sealants, varnishes, stain, shingles*.

What Should You Do? Take these items to the Prince George's County hazardous facility:

Prince George's County Household Hazardous Waste Acceptance Site
Brown Station Landfill, 11611 White House Rd, Upper Marlboro, MD
Thursday, Friday, and Saturday 8:00 a.m. – 3:30 p.m.
For more information, dial 311 or visit www.princegeorgescountymd.gov.

Paint Disposal



Water-based (latex) paint cans are collected **only** if they are empty or the paint has hardened. To prepare liquid latex paint for collection, add kitty litter or a commercial paint hardener. If your paint is in good condition, check with a home goods re-use store to see if they can accept it (see pg. 18).

Oil-based paint, sealants, solvents, etc. are **NOT** collected by the City of College Park. You must take these items to the Prince George's County Hazardous Waste facility.

Liquid paint – take to the Prince George's County Hazardous Waste Acceptance Site. Non-emptied and non-dried paint cans will not be collected curbside.

Motor Oil Recycling at Public Works



Used motor oil may be recycled anytime at the Department of Public Works (9217 51st Ave). This receptacle is for used motor oil **only** – do not dump other automotive fluids in the motor oil receptacle!! Other automotive fluids such as antifreeze must be taken to the Brown Station Landfill. Do not leave any other liquids or items at Public Works or you may be fined for illegal dumping. Dispose of oil and containers in accordance with posted directions.

***Shingles, Tar Paper, and Other Construction and Demolition Debris**

Shingles, tar paper, and other construction and demolition debris are NOT accepted in the City's trash and recycling programs, nor are they accepted at the Prince George's County Landfill. They must be taken to Ritchie's Landfill, 2001 Ritchie Marlboro Rd, Upper Marlboro, MD 20774 • 301-350-4059. Call for hours of operation and proper disposal procedures.

Safe Disposal of Sharp Items

These items are NOT recyclable!

Needles, sharps, and syringes: use a sharps container OR cap needles and place in a rigid plastic or metal container with a lid and place inside trash cart OR check with your local pharmacy or doctor's office.

Broken glass: place inside a strong plastic or metal container, label "broken glass" and place in trash cart.

Protect the safety of our collection crew!

Street Maintenance Information



Potholes

Report potholes on City-maintained streets to Public Works (240-487-3590; publicworks@collegeparkmd.gov)

The following are **NOT** City streets; report these potholes to the appropriate agency:

Greenbelt Rd/MD 430: State Highway, 301-776-7619
Kenilworth Ave: State Highway, 301-776-7619
Metzerott Rd: Prince George's County, 301-499-8520
Paint Branch Pkwy: Prince George's County, 301-499-8520
Rhode Island Ave north of Greenbelt Rd/MD 430: Prince George's County, 301-499-8520
Baltimore Ave/US Route 1: State Highway, 301-776-7619
University Blvd/MD 193: State Highway, 301-776-7619

You can also report potholes to both agencies through their websites:

- State Highway Administration: http://marylandsha.force.com/customercare/request_for_service
- Prince George's County: <http://countyclick.princegeorgescountymd.gov/>

Driveways & Sidewalks

The City's Engineering Division responds to questions regarding driveway apron requests, curb cut permits, and sidewalk repairs. Call 240-487-3590 or email shalpern@collegeparkmd.gov.



Street Lights

Pepco maintains street lights. Call 1-877-PEPCO-62 to report a street light that is not working. Have the following information available: pole number, street address, and type of pole (wooden or metal). You may also report street light outages on their website: www.pepco.com/pages/connectwithus/outages/streetlightoutage.aspx.

Street Paving

Street repaving is scheduled by the Engineering Division in accordance with the City's Pavement Management Plan approved by the Mayor and City Council. Call 240-487-3590 or email shalpern@collegeparkmd.gov for questions on major repairs to City streets.

Street Signs

Public Works installs and repairs traffic control, parking control, and street name signs along City maintained streets. Please call or email to report missing or damaged signs (240-487-3590; publicworks@collegeparkmd.gov). For non-City maintained streets, call the appropriate agency listed above.

Street Sweeping

City maintained streets are swept five times annually. Signs are posted to notify residents of scheduled street sweeping dates. When possible, do not park on the street when the sweeper is scheduled in your neighborhood.

Petition requests for:

- Traffic calming devices
- Establishing permit parking on your street

are initiated with the City Clerk's office. Please call 240-487-3501 for information.

Street and Streetscape Maintenance

Gas Leaks

Gas leaks should be reported **immediately**: call **911**, or the Washington Gas Emergency Leak Line: **703-750-1400** or **800-752-7520**.

Storm Drains

Prince George's County maintains storm drains and systems throughout the City. **Call 301-499-8520** or go to <http://countyclick.princegeorgescountymd.gov/> to report a blocked or broken storm drain. Have the address nearest to the storm drain available when you call.

Narragansett Run

Prince George's County maintains the storm water drainage conveyance along Narragansett Pkwy. **Call 301-499-8520** for maintenance information or to report concerns.

Water Main Breaks

The Washington Suburban Sanitary Commission (WSSC) maintains water and sewer lines. **Call 301-206-4002** to report water main breaks or sewage backups. Have the address available when you call.

CITY TREE AND LANDSCAPE MAINTENANCE

Public Works maintains trees in right-of-ways and in public places. Trees are planted, pruned and removed as necessary. Annual flower rotations are installed and maintained throughout the City. Coordination with the Committee for a Better Environment and the Tree and Landscape Board ensures community involvement with beautification projects.

The City has been designated as a "Tree City USA®" by the National Arbor Day Foundation for more than 20 consecutive years and has also been named a "Plant City" by the Maryland Urban and Community Forest Committee.



TREE CITY USA®

Requests for Trees: City residents wanting a tree planted in a right-of-way can contact the City Horticulturist at 240-487-3590. The location will be inspected to determine if it is suitable. Tree planting occurs in the fall and spring.

Planting Areas throughout the City include:

Calvert Rd streetscape	James Adams Park
City buildings (5 total)	Route 1 streetscape
College Park Trolley Trail (Hiker Biker Trail)	St. Andrew's Pl median
Edgewood Rd medians	Veterans Memorial

Are You In Need of Landscape Advice?

Check out the Tree and Landscape Board website (www.collegeparkmd.gov, click on Government and then Boards and Commissions). There are many useful links and brochures on tree care and landscaping information, as well as the Board's publication "Landscape Plants...A Suggested List" to guide your landscaping projects by choosing plants suited for urban growing areas.

Snow & Ice Control



The Public Works Department plows and treats City-maintained streets, parking lots, and sidewalks to clear snow and ice during winter storms. Did you know there are approximately 55 road miles (110 lane miles) of City-maintained roadway? That's a lot of snow to clear! Public Works crews work around the clock during snow emergencies to clear the City streets and sidewalks. Your patience is appreciated!

SOME STREETS DON'T BELONG TO THE CITY!

The City is **NOT** responsible for treating or clearing snow on the following streets:

Greenbelt Rd/MD 430

State Highway: 301-776-7619

Metzerott Rd

Prince George's County: 301-350-0500

Rhode Island Ave, north of Greenbelt Rd

Prince George's County: 301-350-0500

Kenilworth Ave

State Highway: 301-776-7619

Paint Branch Pkwy

Prince George's County: 301-350-0500

Baltimore Ave/US Route 1

State Highway: 301-776-7619

University Blvd/MD 193

State Highway: 301-776-7619

Snow Removal Activities

These steps will be followed during a snow emergency:



1. Snow removal equipment will be dispatched to predetermined routes when snow or ice is imminent. Salting operations will begin at the onset of precipitation.
2. Snow removal routes are divided into primary and secondary streets. Primary streets will be treated and/or cleared first, followed by secondary streets.
3. When snow reaches, or threatens to reach, 2-inch depths, plowing operations will commence. Salt will be used only after streets have been plowed to a 1-inch depth of snow.
4. Initially, one lane will be plowed on all streets to make them passable. As conditions allow, all streets will then be widened and plowed curb to curb.
5. City parking lots will be plowed by pickup trucks equipped with salt spreaders.

Driveways

Crews following the City established snow plan work to clear the travel lanes and move snow back as close to the curb as possible. This process will take multiple passes down the street over an extended period of time. During this process, snow will unavoidably accumulate in driveway entrances. Snow is not intentionally pushed into residential driveways. Residents should be aware that the best way to avoid extra shoveling is to wait for City crews to finish clearing the streets before opening driveway entrances. This will eliminate the need to shovel your driveway entrance more than once. While clearing driveways, residents are encouraged to deposit snow to the right of the driveway (facing the street). Please **DO NOT** shovel snow back into the street after the snow plow has cleared it.

Trash & Recycling Collections During Winter Storms

Always plan to set your refuse and recycling carts out on your regularly scheduled collection day during snow events. Refuse and recycling collections may occur later in the day than normal, but you should not expect collections to be delayed until the following day. Please check the City website at www.collegeparkmd.gov or call or email Public Works for changes to the collection schedule: 240-487-3590; publicworks@collegeparkmd.gov.

Snow & Ice Control

Sidewalks, Storm Drains, and Fire Hydrants

Property owners, occupants, and merchants are reminded of the City requirement to remove accumulated snow and ice from all walkways, driveways, parking lots, and other areas used by pedestrians or automobiles. It is required that snow and ice be removed within the first eight (8) hours of daylight after snowfall stops. Residents should work together to clear storm drains and make fire hydrants accessible to emergency crews. It is possible that snow plows clearing the streets will push snow onto the sidewalks, storm drains, and fire hydrants. It is advised that residents wait until the snow plows have finished their street before clearing these areas.

Fences & Mailboxes

All fences and mailboxes abutting City streets should be constructed to withstand the force of snow pushed by snow plows. The City is not responsible for replacing/ repairing property damaged by snow.

WHERE DO I PARK DURING SNOW EVENTS?

Privately owned vehicles parked on the street are the greatest obstacle for City plows clearing the streets. We ask that residents make every effort to move vehicles off the road during a snow event. The following are parking guidelines for City residents:

- Park off the street whenever possible to allow snow plows to clear snow to the curb.
- Park on the **EVEN** side of the street if off-street parking is not available. **Exception: if your address is odd-numbered and the area across from your house is undeveloped, park on the odd side of the street.**
- Park close to the curb! Vehicles parked more than 12" from the curb may be ticketed or even towed, as this severely inhibits the passage of snow plow trucks.

Patience

Crews work around the clock during snow emergencies to clear the streets. Although your street may not be plowed as quickly as you would like, our crews will make their way to you as swiftly as they can. Your patience is appreciated during these times.

Be Prepared!

Shop ahead of time, pay attention to weather warnings on the radio and TV, and plan to have enough non-perishable food, water, lighting, warmth, and entertainment for you and your family to stay safe in a snow emergency.

Updates During Snow Events

Public Works is staffed around the clock during snow events; please call or email with any questions or concerns. You may also find updated information by visiting the Public Works page:

http://www.collegeparkmd.gov/government/public_works/index.php, or by signing up to the Public Works email list via College Park Connected.

Parking Permits • Parking Tickets • Safe Driving

All vehicles must display valid license plates.

Parking Enforcement is located in City Hall at 4500 Knox Rd; 240-487-3520

Residential Parking Requirements

Off-Street Parking: Off-street parking spaces must be covered by asphalt, gravel, or concrete, and must be directly accessible from the street without the need to drive over a curb or across grass. Vehicles may not block sidewalks. A City and County permit is required prior to expanding a driveway.

On-Street Parking: Several neighborhoods throughout the City are zoned for Permit Parking only. Be sure to observe the posted restrictions. Vehicles may not remain in the same parking space for more than 48 hours or they may be ticketed and/or towed. Vehicles may not be parked in alleys or against the flow of traffic. Permits are sold at City Hall, 4500 Knox Rd.

How to Establish a Residential Permit Parking Zone

Contact the City Clerk's office at 240-487-3501 to find out how to establish permit parking on your street.

Received a Parking Ticket? Several Options to Pay:

In person: City Hall, 4500 Knox Rd, Mon-Fri 8:00 a.m. – 7:00 p.m.; Sat 1:00 p.m. – 5:00 p.m. (except City holidays).
Phone: Call 240-487-3509, Mon-Fri 8:00 a.m. – 5:00 p.m. (except City holidays)
Mail: City of College Park, Finance Department, 4500 Knox Rd, College Park, MD 20740
Online: Visit www.collegeparkmd.gov and click on "Parking Ticket Payments"

Want to Dispute Your Ticket?

You may request a review of a parking ticket by a City ticket review officer, or you may request a hearing at District Court in Hyattsville, MD, within fourteen (14) days of receipt of the ticket. Appeal forms are available at City Hall.

AUTOMATED SPEED ENFORCEMENT

The posted speed limit on Baltimore Ave between Guilford Rd/Dr and Berwyn Rd has been reduced from 30 MPH to 25 MPH. Speed cameras will issue tickets in this area to vehicles exceeding 37 MPH. However, Police may issue speeding tickets at any speed above the posted 25 MPH limit now.

The City of College Park will issue citations for speed enforcement camera violations in the Institution of Higher Education Zone (IHE) (½ mile from the perimeter of the University of Maryland) 24 hours/day, 7 days/week. This may include cameras located as authorized by the City Council in areas as follows:

- Baltimore Ave (Route 1), from Beechwood Rd to University Blvd
- Metzert Rd within City boundaries from University Blvd to Adelphi Rd
- Greenbelt Rd from Route 1, Baltimore Ave, to Rhode Island Ave
- University Blvd within the City boundaries from Adelphi Rd to 49th Ave
- Paint Branch Pkwy from Baltimore Ave. to the City boundary, at or about Old Calvert Rd

The City of College Park also uses speed monitoring systems in the school zone on Rhode Island Ave from Route 193 north to the City boundary. School zone cameras operate Monday-Friday from 6:00 a.m. to 8:00 p.m.

For additional information on the program, visit the City's website at www.collegeparkmd.gov. For information on a specific citation, call 240-865-1862.

Getting Around the City

Parking Meters and Electronic Pay Stations

City parking lots and on-street meters are enforced Monday-Saturday, 8:00 a.m. to 10:00 p.m., except on City-observed holidays. The cost of parking in lots with meters or electronic pay stations is \$0.75 per hour.

Look for Electronic Pay Stations and Remember Your Parking Space Number!

Many of the City-enforced parking lots now use electronic payment stations:

- City Hall Lot
- College Park Shopping Center Lot
- Downtown Parking Garage - 7306 Yale Ave (across from City Hall)

Parking spaces are individually numbered, so remember your space number and use the electronic payment stations to pay by the hour with coins, bills, and credit cards. You may increase your time using any of the electronic pay stations without having to return to your vehicle. Long-term parking options are also available.

Seniors Transportation

The Seniors Program provides limited bus transportation to local medical appointments and shopping centers. The bus is available to College Park seniors for nearby shopping on Tuesdays and Wednesdays, and medical appointments Monday - Friday. Due to demand, we ask that you make any request for either shopping or medical appointment transportation one week in advance. Please call **301-345-8100** to schedule service.

Ride the Shuttle-UM

The City of College Park and the UM Department of Transportation Services have entered into a Memorandum of Understanding that allows City residents to ride the Shuttle-UM. Complimentary Shuttle-UM passes are available at the following locations in College Park:



- City Hall, 4500 Knox Rd: 8:00 a.m. to 7:00 p.m. Mon-Fri and 1:00 p.m. to 5:00 p.m. Sat.
- Davis Hall/Public Works, 9217 51st Ave: 8:00 a.m. to 3:30 p.m. Mon-Fri.
- Youth & Family Services, 4912 Nantucket Rd: 8:00 a.m. to 5:00 p.m. Mon-Fri.

To apply, residents will need to complete an application, show a photo ID and proof of College Park residency. UM students do not need a resident pass to ride Shuttle-UM. For information on Shuttle-UM routes and schedules, call 301-314-2255 or go to www.transportation.umd.edu.

Route 1 Ride

Offering transportation along the Route 1 corridor from College Park to Mount Rainier, the Route 1 Ride is an enhanced bus service operated by The Prince George's County Department of Public Works & Transportation. Previously known as TheBus, Route 17, the Route 1 Ride features a uniquely designed bus wrap that makes it easy to spot as you travel to the College Park Metro Station, IKEA, or any of the great restaurants and shops along the corridor. For more information please visit www.route1ride.org.



It can be frustrating to encounter unexpected delays during your day, whether it is because you are behind a refuse truck, school bus, or Metro bus. However, it is important to remember that there are people in and around these vehicles who expect to arrive home safely at the end of the day. City employees have been injured as a result of distracted drivers. Remember to slow down to get around these vehicles, and that aggressive driving could kill or injure another person.

Know Your City Code

The City Code is available to search, read, and print online through the City's website: www.collegeparkmd.gov.

Building Permits

Any construction, renovation, or alteration that requires a Prince George's County building permit also requires a City of College Park building permit. All fence construction, regardless of height, requires a city permit. Fences in the front yard are prohibited. For County building permit information call Prince George's County at 301-883-5900. City permit applications may be picked up from Public Services at 4601-A Calvert Rd or downloaded from the City website:

http://www.collegeparkmd.gov/document_center/bldg_sign_permit_application_2014.pdf.



In some cases, a variance or departure from the Prince George's County Zoning Ordinance may be necessary. Please contact the City's Planning Department at 240-487-3538; applications may be downloaded from the City website.

Is Your Property Well-Kept?

Maintain grass below 12 inches. Keep properties free of trash and debris. Stack firewood at least six (6) inches off the ground to prevent shelter for rodents. Gutters should be cleaned and securely fastened to the roof. Chapter 125 of the City Code applies to owner-occupied and rental properties, it can be found here: <http://ecode360.com/9897358>.

Housing Inspections



The Public Services Department conducts annual inspections of rental properties located within the City in order to safeguard the health and safety of the occupants and the general public. In addition, inspections are conducted in the event of a complaint from a tenant to the City concerning an alleged housing code violation. A Code Enforcement Officer will inspect the premises to investigate the complaint. Please contact the department at 240-487-3570 or

publicservices@collegeparkmd.gov if you have concerns about the property you rent or about a property in your neighborhood.

Noise

Noise disturbances can result from parties, stereos, loud cars, barking dogs, even loud groups. A Noise Control Board hearing can be convened if two or more people report a disturbance. Infractions and fines may be levied to owners and/or tenants at these hearings or by a Code Enforcement Officer responding to a complaint and confirming a violation of Chapter 138 of the City's Code. Report noise complaints 24 hours a day, 7 days a week, to 240-487-3588. The day time noise limit is 65 dBA (7:00 a.m. – 8:00 p.m.), while the night time noise limit is 55 dBA (8:00 p.m. to 7:00 a.m.). A Code Enforcement Officer is on duty during certain evening and weekend hours. Give neighbors advance notice if you are having a party and adhere to the City's Noise Ordinance.



Know Your City Code

**Code Enforcement is located in the Public Services building:
4601-A Calvert Rd • 240-487-3570**

Rental Homes and Occupancy Permits

Every City property occupied by anyone other than the owner and/or his or her immediate family, or a property occupied by the owner who rents rooms to three or more individuals, is required to have a Residential Occupancy Permit, and to undergo annual inspections to ensure compliance with applicable codes. It is a violation of the Prince George's County Zoning Ordinance for more than five unrelated people to live together in a single-family home. Maryland State Code requires all residential rental properties built before 1978 to register with the Maryland Department of Environment and to comply with lead paint requirements. Registered rental properties are listed on the City website at

http://www.collegeparkmd.gov/government/public_services/renting_in_CP/rental_property_listing.php.



Illegal Dumping and Litter Control



Do not throw, dump, place, deposit, leave, cause, or permit these practices on any public or private property, place or premises unless the property, place, or premises is approved for the disposal of the litter or the litter is securely and properly placed into a receptacle as authorized and approved by the City Code. Prince George's County Police monitors and cites any dumping under criminal citation.

Illegal Signs, a.k.a. "Litter on a Stick"

Signs posted in the public right-of-way are not only illegal; they are also unsightly and distracting to motorists. These signs will be removed and disposed of by City employees. Certain signs may be posted on private property, contact the Public Services Department at 240-487-3570 for more information.

City Code Ordinance Regarding Bamboo

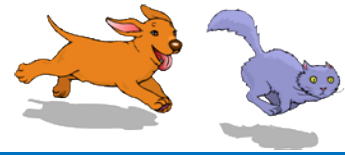
Is bamboo growing on your property? Bamboo control at your address is your responsibility, whether or not you own the property. City Code § 125-10P (<http://ecode360.com/9897465>) states that it is "unlawful for any property owner, renter, lessee or occupant to allow bamboo to spread to an adjacent property without the permission of the adjoining owner."

Bamboo is an invasive, fast-growing plant which can be very difficult to control. The City's Tree and Landscape Board has published a brochure to provide guidance on bamboo control and removal. To download the brochure, go to

http://www.collegeparkmd.gov/government/boards_and_commissions.php#TLB.



Animal Control & Adoption



Animal Adoption Program

In addition to routine enforcement, the City Animal Control Officer runs the City's Adoption Program. Our adoptable animals can be found online at Petfinder.com under the College Park searchable zip code "20740". Cats that are ready for their forever homes can be viewed at the City's adoption partner, Beltsville Petco, located at 10464 Baltimore Ave, Beltsville, MD 20705.

Don't think you're quite ready to adopt? Think about fostering. Foster homes are a great asset to this program as it gives us an insight to the animals' habits, manners, likes, and dislikes, and allows for placement into the best possible family. For more information, please contact Animal Control at animalcontrol@collegeparkmd.gov or 240-487-3575.

County Licenses

Dogs, cats, and ferrets over four months old are required to be licensed annually. The animal must wear the license on its collar at all times. This applies to pets that reside in Prince George's County for more than 30 days, even if the animal is licensed in another county. To purchase a license you need to provide a current Rabies certificate, proof of spay/neuter, and \$25 for unaltered pets or \$5 for altered pets.

There are two ways you may purchase a license for your pet(s):

1. Purchase the license directly from City Hall at 4500 Knox Rd, College Park, MD.
Hours: 8:00 a.m. – 7:00 p.m. Monday – Friday and 1:00 p.m. – 5:00 p.m. on Saturday.
2. Mail your application(s) with payment to Animal Management Division, License Section, 3570 Brown Station Rd, Upper Marlboro, MD 20772.

Hobby Permit

Hobby permits are required for households with more than four (4) animals larger than a guinea pig.

Leash Laws

Dogs and cats are required to be leashed when they are not on their owner's property. This includes parks, tot lots, and other public property.

Pit Bull Law

Pit bulls not currently registered in Prince George's County are illegal. Confiscation and euthanasia of the animal may result and the owner may be fined or face criminal prosecution. Definitions: American Staffordshire Terrier, American Pit Bull Terrier, and Staffordshire Bull Terrier, as well as any of their mixes. Prince George's County Animal Management Division is no longer registering new Pit Bulls for County residents.

Pooper Scooper Law

Pet owners are responsible for immediate removal of waste deposited by their animal from any property, either public or private (including their own yard).

MICROCHIP YOUR PET

To encourage reunification of lost pets and their families, College Park Animal Control offers microchips for cats and dogs. Microchips are implanted between the shoulder blades of the animal and emit a unique identification number when scanned with an appropriate frequency scanner.

Once registered, the microchip becomes a permanent form of identification, ensuring that if your pet strays from home and is picked up by animal control, you will be notified. The cost for this service is a one-time fee of \$30.00 which includes travel to the home, implantation of the chip, and online registration with lifetime updates. If you are interested in having your pet microchipped, please contact Animal Control at 240-487-3570.

Wildlife: Rat, Mosquito, and Gypsy Moth Control

Rats and Wildlife

Rats need water, food, and shelter to thrive. To discourage rats, keep your trash secure, properly dispose of pet feces, clean up pet food and bird food daily, cut the grass regularly, and remove wood piles and other debris from the yard. You are responsible for pest control on your property. Contact a licensed pest control contractor for assistance.

An abundance of wildlife can be found in the City of College Park. Living near humans provides wild animals with an abundance of food sources (trash, pet food, gardens, etc.) and artificial living quarters (sheds, attics, chimneys, etc.). The Animal Control Officer will trap wildlife at his/her own discretion, but will not trap wildlife outside unless the animal is posing a direct threat to public safety. Contact Animal Control for information and literature on solving wildlife problems.

**City of College Park Animal Control; 240-487-3575; animalcontrol@collegeparkmd.gov
http://www.collegeparkmd.gov/government/public_services/animalcontrol.php**

**The programs below are administered by Public Works.
Call 240-487-3590 or email publicworks@collegeparkmd.gov for more information.**

Mosquito Control Program

During the spring and summer, the City cooperates with the Maryland Department of Agriculture (MDA) to identify and control mosquito populations. Larviciding treatments are made by MDA personnel beginning in the spring and continuing throughout the summer. Requests for local spraying should be made to Public Works, which are forwarded to MDA. If mosquito count thresholds are met, MDA may make a control spray application.

The Asian Tiger Mosquito is active during the day and only breeds in containers of standing water. Residents are encouraged to eliminate the sources! Look for unused containers, buckets, toys, bird baths, flower pots and saucers, tarps, drainpipes, and free-standing basketball hoops and store them so they don't hold water. Make sure gutters are clean and work with your neighbors to identify potential mosquito breeding areas. Spray applications are not effective on these non-native mosquitoes, so eliminating their breeding habitat is the best way to combat these pests. For permanent areas of standing water (ponds, rain barrels, etc.), mosquito "dunks" can be used to target and kill mosquito larvae. Call or email Public Works to report mosquito problems, request or object to spraying, or obtain mosquito dunks (240-487-3590; publicworks@collegeparkmd.gov).

Gypsy Moth Control Program

Gypsy moth egg mass survey is a monitoring technique to detect the presence of a gypsy moth population. An egg mass count is conducted in the fall to monitor population changes. If egg mass counts are rising and high enough, a control application may be recommended to prevent excessive tree damage the following spring by the feeding caterpillars. If a treatment area is identified, the City will schedule control applications. For more information contact Public Works (240-487-3590; publicworks@collegeparkmd.gov).



Grant Funds Available

New Neighbor Homeownership Grant Program

The City of College Park is offering \$5,000 in down payment or closing cost assistance, on a first-come, first-served basis, to encourage the conversion of previously rented single-family properties, which have been rented for two years or more, to owner-occupied housing. Additionally, to address the proliferation of short sales and foreclosed properties in the City, the New Neighbor Program can also be used for purchasing single-family homes and condominiums that are being sold as short sales or that are in foreclosure, for use as primary residences by the purchasers. Lastly, to encourage police officers, career and volunteer firefighters, emergency medical technicians, and city employees to make their homes in College Park, the New Neighbor Program can be used by these individuals to purchase any City property.

Funds are provided at settlement for use toward purchase of the property and these funds may be combined with other federal, state, and local homeownership assistance programs.

For more information and to access the application, visit http://www.collegeparkmd.gov/document_center/Planning/Forms/New_Neighbor_Application.pdf.

College Park City-University Partnership Home Ownership Program

The College Park City-University Partnership ("CPCUP") Home Ownership Program is part of an effort to increase the number of University of Maryland employees living in the City of College Park ("City" or "College Park") as outlined in the University District Vision 2020. Through this program, employees of the University of Maryland, College Park can receive \$15,000 in down payment or closing cost assistance for a home purchased anywhere in College Park.

For more information visit: <http://collegeparkpartnership.org/homeownershipprogram/>.

Community Events Micro Grants

The City of College Park believes that supporting community activities enhances the community as a whole. In support of that belief, the City established a Community Events Micro Grant Program. The Program provides reimbursement of eligible expenses to residents or groups who wish to hold community events such as block parties, picnics, etc. These events must be open to communities within the corporate boundaries of the City of College Park and promote enhanced community engagement. The maximum Community Events Micro Grant Program award per organization is \$500.00.

For more information and links to the application and guidelines, visit the City website: http://www.collegeparkmd.gov/government/public_services/community_grants.php.

Community Services Grant

The purpose of the City of College Park Community Services Grant is to provide opportunities for community-based programs and projects within the City of College Park. The City of College Park believes that supporting community activities enhances the community as a whole. The City will provide grants to fund programs and activities that promote enhanced community opportunities for its residents. The maximum community services grant award per organization is \$2,500. Community services grants are only awarded to organizations, not to individuals.

For more information, contact Steve Groh, Director of Finance, at 240-487-3510 or sgroh@collegeparkmd.gov.

University of Maryland's Code of Student Conduct



Incidents Involving University of Maryland Students in Violation of the Code of Student Conduct

The University of Maryland's *Code of Student Conduct* includes misconduct that occurs off-campus. Specifically, the *Code* covers conduct that occurs:

- (a) on University premises; or
- (b) at University-sponsored activities; or
- (c) not on University premises if the conduct would otherwise constitute a violation of this *Code* had it occurred on University premises and if in the judgment of the Director of Student Conduct the conduct affects the safety of the University community or the orderly operation of the University.

Examples of off-campus misconduct that can be referred to the Office of Student Conduct include, but are not limited to: disorderly or disruptive conduct; **hazing**; **rioting**; **sexual misconduct**; possession or use of weapons; **illegal drug use and/or distribution**; cyber-bullying; **large parties**; distribution of alcohol to minors; **damage/destruction of property**; and assault.

Sanctions for Students:

Students found responsible for off-campus misconduct are subject to the same consequences and penalties as misconduct that occurs on campus, including dismissal from the University. Students may be subject to both University disciplinary action as well as any potential criminal action with area law enforcement for the behavior.

What to do if you witness misconduct:

1. Call the Police (911)
2. Call Code Enforcement to report noise complaints: 240-487-3570 during business hours Mon-Fri, 8:00 a.m. – 5:00 p.m., or the Code Enforcement Hotline at 240-487-3588 after hours. A Code Enforcement Officer is on duty during certain evening and weekend hours.

You are advised to contact the Police or Code enforcement officers and have them respond to an issue rather than confront misconduct yourself and possibly risk your safety!!

TO REPORT AN INCIDENT TO THE UNIVERSITY

Any person may report an incident to the Office of Student Conduct at the University!

To report an incident to the Office of Student Conduct, please go to www.osc.umd.edu and click on the report form. Be sure to be as detailed as possible.

College Park Neighborhood Associations

Civic Associations (sometimes called Citizen Associations) are groups whose aim is to improve neighborhoods through various activities, educational outreach, and resident engagement with government, businesses, and other local interests. Efforts are usually coordinated and conducted by the elected officers, board of directors, and resident volunteers. Elected officials and members are all residents of the area covered by the Association.

Below is a list of the existing Civic Associations in College Park and their Presidents. To become involved, contact the President of your Association:

Berwyn District Civic Association

Kevin Young, President
president@myberwyn.org
301-474-3577

Calvert Hills Citizens Association

John Rigg, President
john.rigg@gmail.com
301-927-0220

Camden College Park

Cory Sanders
coryfitzgeraldsanders@gmail.com
850-339-3582

College Park Estates Civic Association

Robert Day, President
robwday@gmail.com
301-982-7894

Lakeland Civic Association

Robert Thurston, President
retajt@verizon.net
301-345-5721

North College Park Citizens Association

Mary Cook, President
district4vision@yahoo.com
202-213-5579
<http://mynpcpa.org/>

Old Town Civic Association

Kathy Bryant, President
kbryant20740@yahoo.com
301-927-2931

West College Park Citizens Association

Suchitra Balachandran, President
cp_woods@yahoo.com
301-935-0171

Yarrow Citizens Association

VACANT

College Park Neighborhood Watch



Neighborhood Watch (NW) is a grass-roots program formed by concerned citizens to address issues of personal safety, home security, and protection of personal property. Groups are most often formed around natural geographic or street boundaries, and can range in size from 40 to 400-plus homes.

There are 20 neighborhoods identified in the City of College Park. Currently, six of those neighborhoods have a functioning NW program with two more in the process of forming their own NW programs. To get involved, please contact your neighborhood Coordinator below:

Berwyn

Nick Brennan
njpbrennan@gmail.com

Calvert Hills & Old Town

Aaron Springer
calverthillsnw@verizon.net

Cherry Hill

Mary Cook
marycookcp@gmail.com

College Park Woods

Rex Powell
cpwoodsnw@gmail.com

Lakeland

Fannie Featherstone
positivechoices.featherstone@gmail.com

West Hollywood

Kim Lugo
kslugo@yahoo.com

If you are interested in forming a NW program for a neighborhood not listed, please contact a member of the College Park Neighborhood Watch Steering Committee:

Robert Boone

r.boone77@me.com
301-523-4652

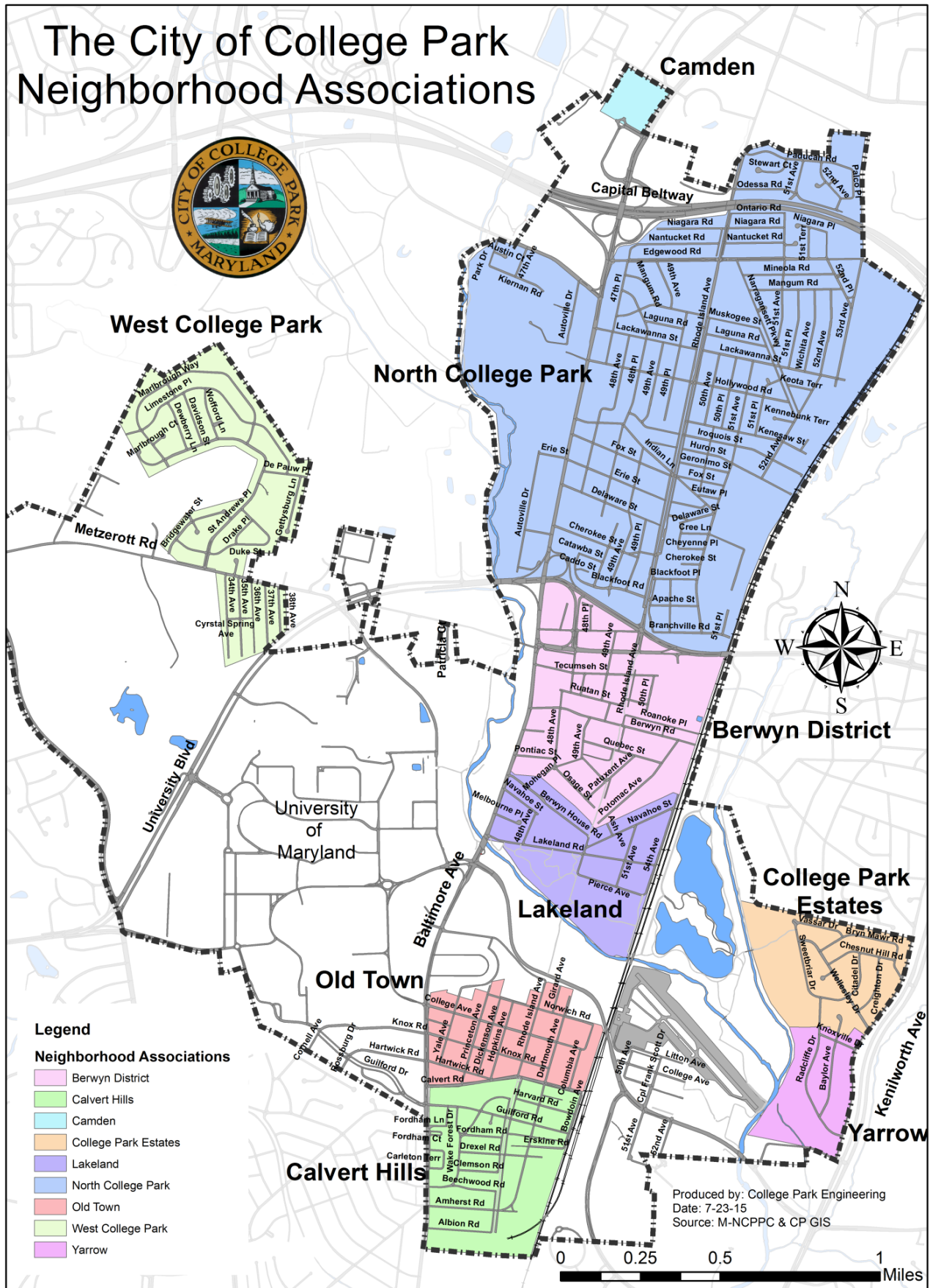
Aaron Springer

calverthillsnw@verizon.net
240-487-3570

Nick Brennan

njpbrennan@gmail.com
301-220-1640

The City of College Park Neighborhood Associations



City Phone Directory



CITY OF COLLEGE PARK MAIN NUMBER240-487-3500

CITY HALL DEPARTMENTS

4500 Knox Rd

City Manager240-487-3501
City Clerk240-487-3501
FAX Number – City Manager, City Clerk and Parking Enforcement301-699-8029
Finance240-487-3509
FAX Number – Finance.....301-864-8941
Human Resources240-487-3533
FAX Number – Human Resources301-277-4188
Parking Enforcement (M-F 8:00 a.m. – 7:00 p.m./Sat 1:00 p.m. – 5:00 p.m.)240-487-3520
Planning/Economic Development.....240-487-3538
FAX Number – Planning301-887-0558

PUBLIC SERVICES DEPARTMENT

4601-A Calvert Rd

Animal and Noise Control, Code Enforcement and Recreation240-487-3570
After Hours Animal Control.....240-375-3165
After Hours Code Enforcement, Noise Control240-487-3588
FAX Number301-864-7965

PUBLIC WORKS DEPARTMENT AND DAVIS HALL

9217 51st Ave

Trash/Recycling, Special Pick-ups, Tree Maint., Compost, Engineering240-487-3590
FAX Number301-474-0825

OLD PARISH HOUSE

4711 Knox Rd (Contact City Clerk's Office)240-487-3501

SENIORS PROGRAM

Attick Towers - 9014 Rhode Island Ave301-345-8100
Spellman House - 4711 Berwyn House Rd.....301-474-0025
FAX Number.....301-345-4292

YOUTH AND FAMILY SERVICES

4912 Nantucket Rd240-487-3550
FAX Number301-474-0717
Drop-in Recreation Center (M-NCPPC).....301-345-4425



City Email Addresses

ADMINISTRATION

Scott Somers, City Manager
Bill Gardiner, Assistant City Manager..... bgardiner@collegeparkmd.gov
Janeen S. Miller, City Clerk..... jsmiller@collegeparkmd.gov
Jill Clements, Human Resources Director..... jclements@collegeparkmd.gov
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PUBLIC SERVICES

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General Mailbox..... publicservices@collegeparkmd.gov

PLANNING, COMMUNITY & ECONOMIC DEVELOPMENT

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Steve Beavers, Community Development Coordinator sbeavers@collegeparkmd.gov

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Peggy Higgins, Director phiggins@collegeparkmd.gov
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Angie Burns, Seniors Program Manager..... aburns@collegeparkmd.gov

PUBLIC WORKS

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Steven Halpern, City Engineer..... shalpern@collegeparkmd.gov
William Fleming, Public Works Supervisor wffleming@collegeparkmd.gov
Loree O'Hagan, Recycling Coordinator..... lohagan@collegeparkmd.gov
General Mailbox..... publicworks@collegeparkmd.gov



Other Frequently Called Numbers

EMERGENCY: FIRE, AMBULANCE, POLICE.....9-1-1

NON-EMERGENCY POLICE SERVICES

Prince George's Co. Police District 1 (Hyattsville Station)301-699-2630
Prince George's Co. Police Non-Emergency Services301-352-1200
Metro Transit Police202-962-2121
M-NCPPC Park Police301-459-9088
State Police (College Park Barrack Q)301-345-3101
University of Maryland Police301-405-3555
College Park Airport Communications Desk.....301-864-5844

BRANCHVILLE VOL. FIRE & RESCUE SQUAD.....301-474-1550

4905 Branchville Rd, College Park, MD 20740..... www.bvfco11.com

COLLEGE PARK ARTS EXCHANGE.....301-927-3013

P.O. Box 784, College Park, MD 20741 www.cpae.org

COLLEGE PARK COMMUNITY CENTER.....301-441-2647

5051 Pierce Ave, College Park, MD 20740

COLLEGE PARK VOL. FIRE DEPARTMENT.....301-901-9112

8115 Baltimore Ave, College Park, MD 20740 www.cpvfd.org

PRINCE GEORGE'S COUNTY

Animal Control301-780-7200
Board of Elections301-341-7300
Brown Station Landfill301-952-7625
Hazardous Waste301-883-5045
Information..... 3-1-1 or 301-350-9700
Pot Holes301-499-8520
Public Works301-883-5600
Storm Drains301-499-8523

UTILITIES, OTHER ORGANIZATIONS, & SERVICES

Comcast.....1-800-XFINITY (1-800-934-6489)
Housing Authority (Attick Towers)301-345-3600
Maryland-National Capital Park & Planning Commission301-699-2255
Miss Utility (underground utilities).....1-800-257-7777
Narragansett Run Maintenance (PG County)301-499-8520
PEPCO (power outages, downed lines, streetlights)1-877-737-2662
State Highway Administration Maintenance301-776-7619
Traffic Lights (Statewide Operations Center).....1-800-543-2515
Verizon1-800-837-4966
University of Maryland.....301-405-1000
Washington Gas1-800-752-7520 (emergency) or 703-750-1000 (general)
WSSC.....301-206-4002 (emergency) or 301-206-9772 (general)

ATTENTION!

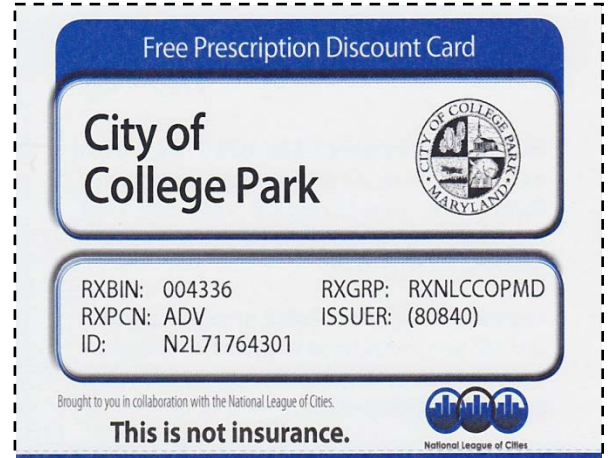
Prescription Discount Card: Do You Have Prescriptions Not Covered By Insurance?

Start saving now with the new discount prescription card brought to you by College Park city government and the National League of Cities.

- **EASY ACCESS** – Nine out of ten pharmacies nationwide participate in the program, including over 100 in College Park and surrounding communities. You could save an average of 20% off the regular price of prescription drugs. To get more information on the program visit www.caremark.com/nlc, or call toll-free 877-321-2652.
- **NO RESTRICTIONS** – This is not insurance. You and your family members can use your discount card anytime your prescription is not covered by insurance. There are no restrictions and no limits on how many times you may use your card.

Use the information on the card below for discounts on your prescriptions.

(You may also pick up a discount card at any City building.)



Ride the Shuttle-UM for FREE

City residents are eligible to receive complimentary Shuttle-UM passes. Applications and passes are available at the following locations in College Park:

City Hall • Davis Hall (Public Works) • Youth & Family Services

You must show a photo ID and proof of College Park residency. UM students do not need a resident pass. For routes and schedules, call 301-314-2255 or go to www.transportation.umd.edu.

Boards & Commissions

Below are the 16 Boards and Commissions currently active within College Park; they serve important functions in advising the Mayor and Council on a variety of topics that impact your life in the City:

★ Advisory Planning Commission • Aging-In-Place Task Force • Airport Authority • Animal Welfare Committee • Board of Election Supervisors • Cable Television Commission • Citizen Corps Council • Committee for a Better Environment • Education Advisory Commission • Ethics Commission • Neighborhood Quality Of Life Committee • Neighborhood Watch Steering Committee • Noise Control Board • Recreation Board • Tree and Landscape Board • Veterans Memorial Improvement Committee ★

To read more about the functions of each Board and Commission, go to www.collegeparkmd.gov and click on Government/Boards and Commissions. If you are interested in serving on a Board or Commission, contact your Councilmember (see page 3) or the City Clerk's office at 240-487-3501.

Para recibir La Guida del Residente en español por favor visite o llame a estos buidenes:

To receive a Resident Information Guide in Spanish, please visit or call these City buildings:

City Hall

4500 Knox Rd

240-487-3501

Public Services

4601-A Calvert Rd

240-487-3570

Public Works

9217 51st Ave

240-487-3590

Youth, Family, and Senior Services

4912 Nantucket Rd

240-487-3550



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